

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
Administration Committee Minutes
May 6, 2004

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee of the Southern California Association of Governments held its meeting at the Hyatt Regency Hotel, 711 S. Hope Street, Los Angeles, CA 90017. The meeting was called to order by the Chairperson, Mayor Richard Dixon, City of Lake Forest. There was a quorum.

1.0 CALL TO ORDER

Chairman Richard Dixon called the meeting to order at 9:30 a.m.

Committee Members Present:

Mayor William Alexander	City of Rancho Cucamonga
Mayor Pro-Tem Harry Baldwin	City of San Gabriel
Councilmember Ron Bates	City of Los Alamitos
Mayor Richard Dixon	City of Lake Forest
Mayor Lee Ann Garcia	City of Grand Terrace
Supervisor Hank Kuiper	County of Imperial
Mayor Ron Loveridge	City of Riverside
Councilmember Keith McCarthy	City of Downey
Councilmember Bev Perry	City of Brea
Mayor Pro-Tem Greg Pettis	City of Cathedral City
Mayor Ron Roberts	City of Temecula
Councilmember Sidney Tyler	City of Pasadena
Councilmember Toni Young	City of Port Hueneme
Councilmember Bob Yousefian	City of Glendale

Committee Members Absent:

Mayor Pro-Tem Mike Dispenza	City of Palmdale
Councilmember Alta Duke	City of La Palma
Mayor Pro-Tem Sandy Jacobs	City of El Segundo
Supervisor Judy Mikels	County of Ventura
Councilmember Pam O'Connor	City of Santa Monica
Mayor Pro Tem Bea Proo	City of Pico Rivera
Councilmember Dennis Washburn	City of Calabasas

Staff Present:

Bert Becker	Chief Financial Officer
Charlie Wagner	Acting Manager of Finance

Others Present:

Zahi Faranesh	SCAG
Janet Henderson	SCAG
David Huang	SCAG
Ed Jones	SCAG Liaison
David Sosa	Caltrans

2.0 PUBLIC COMMENT PERIOD

Mark Pisano introduced the new Chief Financial Officer, Heather Copp.

3.0 CONSENT CALENDAR

The Consent Calendar was MOVED (Mayor Toni Young), SECONDED (Councilmember Sidney Tyler) and UNANIMOUSLY APPROVED.

3.1 Approval Items

3.1.1 Approval of April 1, 2004 Minutes

3.1.2 Contract Amendment

- Judith Norman Transportation Consultant

3.1.3 Approval of Bi-State Transportation Technical Advisory Steering Board Budget

3.1.4 MOU between SCAG & RCTC

3.1.5 Consensus Program Appropriations Additions

3.2 Receive & File

3.2.1 Contracts & PO's between \$5,000-\$25,000

3.2.2 Conflict of Interest Listing

3.2.3 SCAG Legislative Matrix

4.0 ACTION ITEMS

4.1 Administration Committee Report

4.1.1 Adopt Resolution #04-452-1 Approving the Final FY 2004-2004 Overall Work Program

The item was MOVED (Mayor Toni Young) and SECONDED (Councilmember Ron Bates) and UNANIMOUSLY APPROVED.

Councilmember Sidney Tyler asked if all Caltrans comments were addressed.

Jim Gosnell answered that all comments were addressed reasonably and responsively. Caltrans did not make any additional comments relative to the OWP and positive responses were made to the changes that were made.

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Mayor Toni Young made a motion to amend the original motion to include that the Audit/Best Practices Subcommittee would continue to work with staff on any Caltrans issues and if necessary, make an amendment to the OWP. The motion was SECONDED (Councilmember Ron Roberts) and UNANIMOUSLY APPROVED.

4.1.2 Merit Pay Program

The item was MOVED (Mayor Toni Young), SECONDED (Councilmember Ron Bates) and UNANIMOUSLY APPROVED.

5.0 INFORMATION ITEMS

5.1 Monthly Financial Report

Bert Becker informed the Committee that SCAG is doing very well at this time of the year, cash flow is improved and we are reducing the use of our Line of Credit, which reduces the amount of interest costs.

5.2 Audit/Best Practices Subcommittee Report

Councilmember Sidney Tyler reported that the Subcommittee met on April 28, 2004. It reviewed the FTA Audit and will meet in June to discuss the steps that are being taken by SCAG, in coordination with Caltrans, leading toward SCAG getting off "high risk" designation by Spring 2005.

5.3 Presentation on Office Space Enhancements

Deferred to next meeting.

5.4 Presentation of Results from the Data Needs Survey

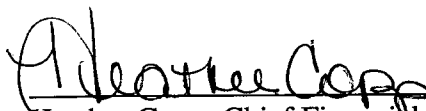
Deferred to next meeting.

6.0 FUTURE AGENDA ITEMS

7.0 ANNOUNCEMENTS

8.0 ADJOURNMENT

Chairman Richard Dixon adjourned the meeting at 9:40 a.m.


Heather Copp, Chief Financial Officer
Staff to the Administration Committee